# Kansas Central Repository Operations Bulletin 4-07

## 1. AFIS Livescan Functionality.

Features that should be included with any new livescan capture devices in addition to the functionality specified in the open state contract.

## 2. OpenFox DeskTop/Messenger.

Deployment schedule and procedures for the replacement of Portal 100 and Datamaxx software. The ending dates for support of these applications are also announced.

## 3. Reporting Unemployed Status.

How to submit a livescan fingerprint record for a subject who is unemployed.

## 4. Modification of DED 429.

Reporting "half addresses" is now supported in the Street Number field.

**November 2007.** The Kansas Central Repository Operations Bulletin is published electronically three or four times annually to inform Kansas criminal justice agencies of policies, rules and technical procedures for the exchange of data with the Central Repository at the Kansas Bureau of Investigation (KBI). The information presented in this bulletin is intended to assist the criminal justice community in working efficiently and effectively within the Kansas Criminal Justice Information System (KCJIS).

Topics cover the KCJIS network, National Crime Information Center (NCIC) operations, the International Justice and Public Safety Information Sharing Network (NLETS), the Kansas Incident-Based Reporting System (KIBRS), fingerprint records, criminal arrests and dispositions, dissemination of criminal history records, the national Interstate Identification Index (III) and the federal integrated automated fingerprint identification system (IAFIS) databases.

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## 1. Additional AFIS Livescan Functionality

It has been six months since the Kansas Bureau of Investigation implemented the new Automated Fingerprint Identification System (AFIS). One of the major changes in moving to the new AFIS was the switch in livescan capture device message formats (also known as the "NIST message maps").

In updating the livescan message format from version 4.4 to version 5.1, the KBI added the ability to electronically attach and submit palm prints and photographs with fingerprint records sent to the

Central Repository at the KBI. As an added benefit, some weaknesses in the version 4.4 structure were also resolved.

Now, any new livescan being placed in operation in Kansas must use version 5.1. The older version will only be accepted from livescan that are currently connected to the Central Repository and that were in use prior to the publication of version 5.1.

For any agency considering the purchase of a livescan capture device, assistance is available through an open state contract that provides compliant livescan devices and services at competitive prices. The KBI negotiated the contract with seven livescan vendors and worked out the details defining livescan compliance in the Kansas environment. Although, at the time of this bulletin's publication, that contract is being finalized by the Division of Purchases and has not been published, each livescan vendor doing business in Kansas should honor the terms and conditions of the contract in negotiating individual sales.

The intention of this article is to supplement the functions that were specified in the state's solicitation of bids for the open state contract. The following points represent additional functionality that has been identified since the contract process was started and which will not be included in the open state contract. Each of the livescan vendors has been contacted by the KBI and asked to cooperate in adding these features to their products, but, since that request is not binding, purchasers are also advised to ensure these are added to any new devices purchased.

- **Override disposing court ORI.** *Allow the livescan operator to enter any ORI rather than being restricted to Kansas ORI. This functionality will support submission of fingerprint records for arrests or bookings involving out-of-state or federal agencies.*

- **Unemployed subject.** *For records in which the employer of the subject of the record is to be reported in Tag 2.667, KEA, allow the record to reflect that the subject is unemployed. Also see the third article in this bulletin for detail on how to report unemployment.*

- **Display Transaction Number on each screen.** *Allow the livescan operator to see the Transaction Number assigned to the individual being booked, on every page of the data entry screens..*

- **Accept palms for Registered Offenders.** *Allow palm prints to be submitted to the KBI AFIS for type of transaction (TOT) KOR, offender registration..*

- **Generate and print Kansas Disposition Reports (KADR and KJDR).** *Allow the livescan operator to generate and print the KDR form supporting the arrest/booking.*

- **Import Type-10 record (Mug Shots) from a records management system (RMS).** *Allow the livescan operator to export mug shots from another system to the livescan so it can be submitted together as a package (fingerprints and mug shots) to the KBI AFIS.*

- **Remote access to livescan so transactions can be resent.** *Allow the submitting agency to receive error notices (records rejected by the KBI AFIS) at a location other than the livescan, fix them and resubmit them to the KBI AFIS.*

- **Enter and accept a transaction number (TN) other than TN's created by the livescan or a records management system (RMS).** *Allow the livescan operator to manually enter a transaction number, over-riding the system-generated TN. This functionality supports those situations (such as summonses) in which a transaction number is assigned prior to the arrest/booking event.*

- **Generate and print the offender registration form, including the feature to electronically Sign Offender Registry Records.** *Allow the livescan operator to generate the form with the required signature and print it to be submitted to the KBI by mail.*

## 2. OpenFox Desktop/Messenger Deployment

The KBI began deployment of the OpenFox Desktop/Messenger software on October 19, 2007 with most of our focus being on upgrading all current Portal 100 terminals. This was in response to the expiration of licensing for the Portal 100 software on December 31, 2007.

Beginning January 1, 2008 the KBI will no longer support the Portal 100 software, and the web server will be shut down. All agencies currently utilizing the Portal 100 software are encouraged to schedule a date with the KBI Help Desk to install the new software prior to December 17, 2007. Please email the helpdesk at helpdesk@kbi.state.ks.us with the terminal mnemonic(s) along with the exact date and time you want to schedule the software installation

The KBI Help Desk will also be changing all current "W" terminals to "A" terminals during the OpenFox Desktop/Messenger upgrade. This will require uninstalling SecuRemote and reinstalling on each terminal so it is imperative that you make sure to schedule early to allow enough time to upgrade all of the terminals in your agency.

Agencies utilizing Datamaxx will have until January 31, 2008 to complete the conversion to Openfox Desktop/Messenger and beginning February 1, 2008, the Datamaxx software will no longer be supported by the KBI Help Desk.

Please make sure your IT staff is aware that each Windows user profile must have write access to "Local Directory Structure" section in the directory paths as explained below:

During installation this directory will default to the following path on the Window Platform:

%User Profile%\Application Data\Sun\Java\Deployment\cache

*where User ID is the Windows™ User Name, not the OpenFox™ User ID*
*This is the default as of Java 1.5.0, and may change in future releases of Java*

Please visit the KCJIS web Portal to get the minimum and preferred system requirements for the fox messenger.

https://www.kcjis.state.ks.us/information/audit/default.asp

If you have any questions, contact the KBI Help Desk at 785-368-6382

## 3. Reporting Unemployed Status in a Livescan Arrest Record.

The rules governing use of **Tag 2.667 (KEA)**, Employer and Address, of NIST Type 2 Message Map, Version 5.1, has been changed to accommodate the reporting of unemployed subjects. The changes, detailed below, affect only the use of the fields within the tag; the structure of the tag has not been modified. These changes are effective immediately, and will be reflected in the next release of Appendix B (*Type 2 Record Descriptors and Field Edit Specifications)* of the Kansas Fingerprint Transmission Specification (KFTS).

**Field Number 601 – Employer**. This is a 30 character free-text field for entry of the specific name of the business or individual employing the subject. For example, report "Great Plains Construction, Inc." rather than the general category of "home construction." This field is also used to indicate when the subject is unemployed. When the employer is listed as "Unemployed" in this field, then DED 2006 should be used to specify the type of unemployment.

**Field Number 552 – Occupation**. This is a 50 character free-text field for entry of the subject's primary profession, job or career. If the subject is listed as "Unemployed" in DED 601 then enter the subject's most common profession, job or career. For example, roofer, defense attorney, computer programmer, food service. If Tag 2.040 (OCP – Occupation) is included in the record, then the value for DED 552, Occupation, in the first iteration of tag KEA shall be used as the value for tag OCP.

**Field Number 2006 – Employment Status Code.** Select the code that best describes the subject's current status relative to their employment.

| | |
|---|---|
| 10 | Full time (40 hours/week or more) |
| 20 | Part-time (less than 40 hours/week) or intermittent |
| 30 | Volunteer |
| 40 | Trainee, intern, apprentice or probationary status |
| 50 | Unemployed |
| 51 | Unemployed – disabled |
| 99 | Status unknown |

## 4. Modification to Field Number 429 (Street Number)

Agencies submitting livescan records have noted that the current NIST message map, Version 5.1, does not permit the reporting of "half addresses," and have asked that this deficiency be corrected.

Under existing rules of the data dictionary, DED 429 (Street Number) found in **Tag 2.667**, Employment, and **Tag 2.668**, Residence, did not permit a slash ("/"). AFIS and Central Repository automated edits and validations have enforced this rule, rejecting livescan records containing slashes in this field.

*For example, the edit and validation rule was rejecting addresses such as 200 ½ Norway Road.*

This rule has been modified to accept "/" in the data keyed in this field. This change was effective on November 2, 2007.

*To report the example address, the entry in DED 429 would be:* **200**(space)**1/2**